



**Solicitation Information  
July 1, 2014**

**RFQ#7548861**

**TITLE: Request for Qualifications- Marine Debris Assessment and Removal**

**Submission Deadline: July 24, 2014 at 11:30 AM ET**

**PRE-BID CONFERENCE: NO**

Questions concerning this solicitation must be received by the Division of Purchases at [DOA.purquestions2@purchasing.ri.gov](mailto:DOA.purquestions2@purchasing.ri.gov) no later than **July 14, 2014 at 4:00 PM ET**). Questions should be submitted in a *Microsoft Word attachment*. Please reference the RFP# on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

**SURETY REQUIRED: No**

**BOND REQUIRED: No**

**George Welly  
Interdepartmental Project Manager**

Applicants must register on-line at the State Purchasing Website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov)

**Note to Applicants:**

Offers received without the entire completed four-page RIVIP Generated Bidder Certification Form attached may result in disqualification.

**THIS PAGE IS NOT A BIDDER CERTIFICATION FORM**

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## **1. Overview of the Requirement**

The State of Rhode Island is seeking to certify qualified contractor(s) to assess, remove and dispose of storm disaster debris located in and around Narragansett Bay. This Request for Qualifications is intended for contractors familiar and experienced with marine debris assessment and removal from ecologically sensitive areas using specialized equipment, and capable of accessing debris without disturbing sensitive habitats. This is a Request for Qualifications, not a Request for Proposals; contractors will be identified by a qualification process, to become eligible for specific project(s) identified by location and scope after the qualification process is complete.

Since 2006, the Rhode Island Department of Environmental Management (“Department”) has been awarded multiple grants from the National Oceanic and Atmospheric Administration (NOAA) to remove marine debris from areas throughout Narragansett Bay. The latest grant award from NOAA is to remove disaster debris remaining in Rhode Island waters from Superstorm Sandy from seven specific areas and to assess and then remove debris from an eighth site.

## **2. INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:**

- Potential vendors are advised to review all sections of this Request carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the offering.
- All costs associated with developing or submitting a response to this Request for Qualifications, or to provide oral or written clarification of its content shall be borne by the vendor. The State assumes no responsibility for these costs.
- Any pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.
- Responses misdirected to other state locations, or which are otherwise not present in the Division of Purchases at the time of opening for any cause will be determined to be late and will not be considered. For the purposes of this requirement, the official time and date shall be that of the time clock in the reception area of the Division of Purchases.
- It is intended that an authorization pursuant to this request will be made to a prime vendor, who will assume responsibility for all aspects of the work.
- All responses should include the vendor’s FEIN or Social Security number as evidenced by a W9, downloadable from the Division’s website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).
- The purchase of services under an award made pursuant to this request will be contingent on the availability of funds.
- Vendors are advised that all materials submitted to the State for consideration in response to this RFP will be considered to be Public Records as defined in Title 38, Chapter 2 of

the General Laws of Rhode Island, without exception, and will be released for inspection immediately upon request once an award has been made.

- Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFP.
- Equal Employment Opportunity (G.L. 1956 § 28-5.1-1, et seq.) – § 28-5.1-1 Declaration of policy – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies to all areas where State dollars are spent, in employment, public services, grants and financial assistance, and in state licensing and regulation.
- In accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the State until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the successful vendor(s).

### **3. Request for Qualifications**

#### **3.1 Enquiries**

Offerors are encouraged to submit written questions to the Division of Purchases. No other contact with State parties will be permitted. Interested offerors may submit proposals to provide the services covered by this Request on or before the date and time listed on the cover page of this solicitation. Responses received after this date and time, as registered by the official time clock in the reception area of the Division of Purchases, will not be considered.

#### **3.2 Qualifications Review Committee**

The Department will commission a review team to evaluate and score all responses that are complete and minimally responsive using the criteria described above.

#### **3.3 Review and Selection**

The Technical Review Committee will rank responses against the criteria set forth in Section 5 below. The evaluation of any item may incorporate input from sources other than the bidder's response and supplementary materials submitted by the bidder. Those other sources could include assessments made by evaluators based on findings recorded from reference checks (including but not limited to those supplied by the bidder), prior experience with or knowledge of bidder's work, responses to follow-up questions posed by the State and/or oral presentations by the bidders if requested by the review team. The State may elect to use any or all of these evaluation tools.

The review team may contact any, all or some of the bidders with questions and clarifications at any point during the process at its own discretion. The review team may

also require vendors to provide an oral presentation or be interviewed as part of the evaluation. The review team may adjust the technical scores of any bidder after conducting such a clarification.

The review team will present written findings, including the results of all evaluations, to the State Purchasing Agent or designee, who will make the final selection(s) for this solicitation. When a final decision has been made and selections are authorized, a notice will be posted on the Rhode Island Division of Purchases web site.

Vendor(s) qualifying in the evaluation and selection process will be solicited to provide estimates and rates for time for labor and equipment rental, and for disposal cost, for scope of work defined via assessment of selected sites (See Attachment A.) As a qualifying public works project, RI Department of Labor Prevailing Wage rates will apply. Contracted vendors will comply with the State requirements for insurance, including Workers' Compensation. Limits are described in the State's General Conditions of Purchase (link below.)

### **3.4 Signed Responses**

Proposals shall include a transmittal letter on company letterhead and signed by an individual authorized to legally bind the contractor.

### **3.5 Acceptance of Responses**

The purpose of the Request for Qualifications is to qualify contractors capable of performing marine debris removal and assessment work. The Request for Qualifications is not a binding agreement to purchase goods or services. Responses to a Request for Qualifications are assessed in light of the qualification review criteria and chosen contractors only will be contacted for the project assignments.

### **3.6 Response Contents**

Interested offerors should submit a Description of Qualifications describing an overview of the techniques proposed and recommended to achieve the project goals. Qualifications listed in Evaluation Criteria below should all be addressed.

## **4. Services**

### **Project Goals**

The goals of the project fall into two distinct components:

- Removal of marine debris from eight locations which have already been assessed
- Sonar assessment of Winnapaug Pond, a coastal pond across from one of the most devastated areas of the State after Sandy

### **Background of Project**

Sandy, which struck on October 30, 2012, inflicted severe damage to communities and coastal resources over four of the State's five counties, leaving a swath of destruction and large amounts of debris in its waters and marshes. While some of the debris has been cleaned up by the State, municipalities and volunteer organizations a large amount of

debris remains in hard-to-reach places and in sensitive areas in and around the Narragansett Bay and Block Island Sound. Rhode Island has documented debris in many disaster designated areas using photos and GPS survey methods. The debris includes items such as docks, pilings, derelict vessels, and other trash. The State estimates that there could be more than 100 tons of debris in these areas. Debris from Sandy has been found on sandy and rocky shores, in saltmarshes, and in riparian habitats. Specific locations include:

- Hull Cove, Jamestown
- Potter's Cove, Charlestown
- Ninigret Pond, Charlestown
- Common Fence Point, Portsmouth
- Block Island
- Card, Potter and Pt. Judith Ponds, South Kingstown
- Winnapaug Pond, Westerly

Debris to be removed generally includes docks, pilings, lumber and yard ornaments. Additional detail about each site, characteristics of the debris, challenges to debris removal will be included in the RFP, when issued.

**Attachment A- Representative Estimates of Locations and Conditions, Marine Debris Assessment and Disposal** provides a description of the tasks, quantities and procedures involved; this is a representative description and may not be comprehensive due to unforeseen conditions.

### **Debris Removal Methodology**

The qualified contractor will remove the disaster debris using equipment suitable for accessing items from the water without disturbing sensitive habitats. Removal equipment may include small draft landing craft and/or landing craft furnished with crane and winch for towing and lifting large debris. Smaller debris will be removed by hand. Debris will be sorted into recyclable and non-recyclable components. Non-recyclable debris will be loaded into roll-off containers and trucked to Rhode Island's central landfill for disposal. Recyclable debris will be set aside and brought to a licensed recycler. The contractor will obtain a Category A Assent from the Rhode Island Coastal Resources Management Council (CRMC) to remove the marine debris. No additional permits are required.

The Department will work closely with the contractor to ensure that abandoned vessels are removed and disposed of in compliance with Rhode Island General Law 46-6 (Obstructions to Navigation), which authorizes DEM to remove abandoned vessels. It also requires notification of an identifiable owner and provides 30 days for an owner to retake possession of abandoned vessels. After the 30 days, the Department may move forward with removal and disposal without further notice.

### **Assessment**

The coastline in Westerly, Rhode Island was one of the most severely devastated areas of the state in the aftermath of Sandy. Winnapaug Pond, a coastal pond located across from the Westerly shoreline is a popular kayaking venue and contains critical habitats for fin

fish and shellfish. Volunteers cleaned up a large amount of debris along the shoreline after Sandy. However, town officials believe that a great deal of debris remains submerged. The Pond is hard to reach and requires special equipment to assess the amount and type of debris. The contractor will be required to perform a sonar assessment of the Pond using the highest definition sonar equipment available in order to determine what debris should and should not be removed to preserve this sensitive area.

### **Project Timeline**

The Department intends to begin contractual work in the Fall of 2014 and complete the work by Summer 2014.

## **5. Evaluation Criteria**

Contractors' qualifications to perform the work will be evaluated based upon the information requested below. Points will be allocated for each item as indicated. A minimum passing score of 70 points will be required to qualify to bid on the Marine Debris Removal and Assessment project. A maximum of five contractors will be selected. The State of Rhode Island reserves the right to reject any and all submittals based upon the qualifications described below.

- A. Describe size and structure of organization (10 points)
  - a. Provide resumes for three key personnel who will be assigned to this project and the applicable US Coast Guard licences that each possesses
  - b. Describe how project will be staffed
  - c. Describe history of organization, including number of years of experience performing this type of work
  - d. Describe the organization's anticipated work load and prior commitments for the period between September 2014 and July 2015
- B. Describe bonding and insurance capabilities (10 points)
  - a. Identify bonding capacity
  - b. Identify insurance limitations
- C. Demonstrate experience with marine debris removal and assessment projects (20 points)
  - a. List projects
  - b. Briefly describe scope of work for each
- D. Demonstrate experience with projects in sensitive marine areas and knowledge of Narragansett Bay (20 points)
  - a. List projects
  - b. Briefly describe scope of work for each
- E. Describe the approach to debris removal and disposal for locations such as listed in Attachment A. Describe the type of equipment that the organization owns or has immediate access to which will be employed to work on this project (20 points)
  - a. List equipment
  - b. Briefly describe how equipment will be used for this project

- F. Identify the major subcontractors who will be involved in the project. (10 points)
  - a. List similar projects on which these subcontractors have worked.
  - b. Identify key personnel from subcontractors who will be assigned to this project
- G. List five references (including contact person, telephone numbers and addresses) from projects that were similar to this one. (10 points)

## 6. RESPONSE SUBMISSION

Questions concerning this solicitation may be e-mailed to the Division of Purchases at no later than the date and time indicated on page one of this solicitation. Please reference RFQ #7548861 on all correspondence. Questions should be submitted in a Microsoft Word attachment. Answers to questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information. If technical assistance is required to download, call the Help Desk at (401) 574-9709.

**Responses (an original plus four (4) copies)** should be mailed or hand-delivered in a sealed envelope marked “**RFP#7548861**” to:

RI Dept. of Administration  
Division of Purchases, 2nd floor  
One Capitol Hill  
Providence, RI 02908-5855

**NOTE:** Responses received after the above-referenced due date and time will not be considered. Proposals misdirected to other State locations or those not presented to the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered. Proposals faxed, or emailed, to the Division of Purchases will not be considered. The official time clock is in the reception area of the Division of Purchases.

### RESPONSE CONTENTS

Responses shall include the following:

1. A **completed and signed four-page R.I.V.I.P** generated bidder certification cover sheet downloaded from the RI Division of Purchases Internet home page at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).
2. One only **completed and signed W-9** downloaded from the RI Division of Purchases Internet home page at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).
3. A **separate Description of Qualifications** describing the qualifications and background of the applicant and experience with similar projects, and all information described in this solicitation. The Description is limited to ten (10) pages (this excludes any appendices). As appropriate, include resumes of key staff that will provide services covered by this request.



In addition to the multiple hard copies of responses required, Respondents are requested to provide the **Description of Qualifications only** in **electronic format (CD-Rom, disc, or flash drive)**. Microsoft Word or PDF format is preferable. Only one electronic copy is requested.

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## **CONCLUDING STATEMENTS**

Notwithstanding the above, the State reserves the right not to proceed with certification of qualified firm(s), to accept or reject any or all proposals, and to award in its best interest.

Responses found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further.

The State's General Conditions of Purchase contain the specific contract terms, stipulations and affirmations required for any contracts awarded by the State. The State's General Conditions of Purchases/General Terms and Conditions can be found at the following URL: <https://www.purchasing.ri.gov/RIVIP/publicdocuments/ATTA.pdf>

## **Attachment A- Representative Estimates of Locations and Conditions, Marine Debris Assessment and Disposal**

### **a. Location 1 – Hull Cove, Jamestown**

- i. GPS position: 41.464253°/-71.387210°
- ii. Physical description of debris recovery site: Hull Cove is a small bight along the easterly shoreline of the Beavertail Peninsula in Jamestown. Accessed from Beavertail Road via property owned by the Conanicut Island Land Trust, Hull Cove Beach is a town- owned area offering excellent views of both the East Passage entrance to the Bay and the rocky shorelines which flank the site. Though limited in use by the small parking lot along Beavertail Road, this location offers good natural character and quality fishing along the rocks at the easterly end of the site.
- iii. Site ownership (state, local): Town of Jamestown
- iv. Debris to be removed: timber, dock pilings, camels, fishing and miscellaneous
- v. Debris characteristics: The site contains very large pieces of timber and dock pilings and a Navy camel (which was not present prior to Sandy). The site also contains smaller miscellaneous items. We estimate that 14 work days will be required, with an estimated 10 tons of debris
- vi. Challenges to debris removal: There is a large amount of large items that will take quite a bit of time to remove. There is also a large amount of smaller debris that will require hand removal which will also take time.

### **b. Location 2 – Potter's Cove, Jamestown, RI**

- i. GPS position: 41.513465°/-71.363881°
- ii. Physical description of debris recovery: Potter Cove is a long sandy beach facing the East Passage of Narragansett Bay. The beach and Taylor Point, which is just south of the beach, are both part of a town park, which is popular for fishing, windsurfing, kayaking and picnicking.
- iii. Site ownership (state, local): Town of Jamestown

- iv. Debris to be removed: timber, dock pilings and miscellaneous
- v. Debris characteristics (e.g., size, volume): There are many large items. We estimate that 14 work days will be required, with an estimated 10 tons of debris.
- vi. Challenges to debris removal: None

**c. Location 3 – Ninigret Pond, Town of Charlestown**

- i. GPS position: 41.354576°/ -71.671785°
- ii. Physical description of debris recovery site: Ninigret Pond is the largest coastal pond in Southern Rhode Island. It is utilized for recreational activities as well as oyster and quahog harvesting
- iii. Site ownership: State of Rhode Island
- iv. Debris to be removed: timber, docks, vessel parts and miscellaneous
- v. Debris characteristics (e.g., size, volume): We estimate that it will take 10 work days and yield 10 tons of debris.
- vi. Challenges to debris removal: The shallow water and wetlands in will make for slow going as the contractor will have to lift objects three times- once into a jon boat, then into a transport vessel and then into the dumpster.

**d. Location 4 – Common Fence Point, Town of Portsmouth**

- i. GPS position: 41.655380°/-71.220602°
- ii. Physical description of debris recovery site: Common Fence Point is a rocky beach area and saltmarsh located on the Northern coast of Portsmouth.
- iii. Site ownership: Town of Portsmouth
- iv. Debris to be removed: vessel and miscellaneous debris
- v. Debris characteristics: This site contains only a few items. We estimate that 1/2 work day will be required, with an estimated .25 tons of debris.
- vi. Challenges to debris: None

**e. Location 5 – Block Island**

- i. GPS position: 41.209047°/ -71.578185°
- ii. Physical description of debris recovery site: Block Island, located 12 miles of the coast of Rhode Island is a popular tourist destination during the summer months because of its miles of sandy beaches, dramatic bluffs, conservation areas and historic lighthouses. The specific site requiring extensive debris removal is on the western side of the Island where its capped landfill was breached during Superstorm Sandy. The Town is developing a stabilization and re-capping plan, some of which will be funded by FEMA but does not include debris removal.
- iii. Site ownership: Town of New Shoreham
- iv. Debris to be removed: fencing, metals, lumber and miscellaneous debris. Project will not include materials embedded in the slope of the landfill.
- v. Debris characteristics: This site contains large amounts of debris of all kinds, including timbers, appliances, fencing and household trash that was exposed during the storm. We estimate that 30 work day will be required, with an estimated 36 tons of debris.
- vi. Challenges to debris removal: There are many large items and many small items, both which will require a great deal of time to remove. In addition, terrain, weather, surf and tide conditions will make scheduling and performing the work extremely difficult at times.

**f. Location 6 – South Kingstown (Card, Potter and Pt. Judith Ponds)**

- i. GPS position: Cards - 41.375155°/ -71.566832°; Potter Pond - 41.394835°/ -71.537528°; Pt. Judith - 41.399839°/ -71.505625°
- ii. Physical description of debris recovery site: Card, Potter and Pt. Judith Ponds are shallow coastal ponds located in South Kingstown and are important nursery and spawning grounds for numerous species of fish and shellfish.
- iii. Site ownership: State of Rhode Island
- iv. Debris to be removed: Docks, pilings, boat boxes, skiffs, large amounts of lumber and yard ornaments
- v. Debris characteristics (e.g., size, volume): We estimate that 25 work days will be required, with an estimated 38 tons of debris
- vi. Challenges to debris removal: The shallow water and wetlands in

these areas make for slow going as the contractor will have to lift objects three times- once into a jon boat, then into a transport boat and then into the dumpster.

**g. Location 7 – Winnapaug Pond, Westerly)**

- i. GPS position: 41.331068°/ -71.768921°
- ii. Physical description of debris recovery site: Winnapaug Pond has one of the more densely developed coastal pond shorelines. There is a concentration of commercial hotels, restaurants, and amusement rides adjacent to a major state beach (Misquamicut) on the western end of the barrier beach. Dense residential development lines the ocean and pond shores. The Pond is a popular kayaking venue. Pond habitats include finfish and shellfish resources in the shoals.
- iii. Site ownership: State of Rhode Island
- iv. Debris to be removed: The Town of Westerly believes that the debris includes construction and building debris, parts of houses and decks
- v. Debris characteristics: Unknown assessment complete. We have put a placeholder of 10 days and 10 tons of debris are involved.
- vi. Challenges to debris removal: Challenges depend on the type and amount of debris found during the assessment. The shallow water and wetlands will make for slow going as noted above.

**h. Location 8 – Prudence & Patience Islands - Narragansett Bay National Estuarine Research Reserve (NBNERR)**

- i. GPS position: Various – see map (Appendix A)
- i. Physical description of debris recovery site: Prudence and Patience Islands are located in the Narragansett Bay Research Reserve in the heart of Narragansett Bay. They are two of four islands which include approximately 4,400 acres of land and water. Habitats within the Reserve include salt marsh, eelgrass beds, rocky intertidal zone, pine barren, deciduous forest and coastal meadow.
  - i. Site ownership: State of Rhode Island
  - ii. Debris to be removed (e.g., vessels, construction debris, storage tanks): pilings, docks, derelict vessel and various timbers
  - iii. Debris characteristics (e.g., size, volume): We estimate that 12

work days will be required, with an estimated 10 tons of debris

- iv. Challenges to debris removal (e.g., difficult to access debris, landowner permission, local/state/federal permits required):  
Some of the debris is large which will require more time and some is in shallow water.